

MICHIGAN HOMES FOR VETERANS
Board of Managers Minutes
March 19, 2015

The 1410th meeting of the Board of Managers of the Michigan Homes for Veterans was called to order at 9:00 a.m. Thursday, March 19, 2015 at the Grand Rapids Home for Veterans, by Temporary Chair, Manager Johnson.

PRESENT: Managers

Robert Johnson, Temp. Chair	(DAV)
Ernest Meyers, Sr., Member	(VFW)
James Ausdemore	(Independent)
Marita Okerstrom, Member	(Independent)
Lino Pretto, Member	(Independent)

EXCUSED: None

GUESTS: David Zimmerman, Sonya VanValkenburg, Kim Olinger, Gregory McNeil, Jerry Cool, Andrew Kner and Robert Porter.

Also present at the meeting: Sara Dunne, Administrator, Grand Rapids Home for Veterans, Brad Slagle, Administrator D.J. Jacobetti Home for Veterans (via tele-conference), James Dunn, Deputy Director, MVAA, Phil Yeiter, Contract Compliance/Improvement Analyst, Father Peter Vu and Patricia Howard, Assistant Clerk of the Board.

The invocation was given by Father Peter Vu.

OPENING CEREMONY: Pledge of Allegiance.

This meeting has been posted pursuant to Act 267 of the Public Act of 1976 – The Open Meetings Act – on the bulletin board in the corridor adjacent to the volunteer office, main building, Grand Rapids Home for Veterans. A notice of this meeting was also posted in the lobby of the D.J. Jacobetti Home for Veterans.

- I. **PUBLIC COMMENTS** – David Zimmerman addressed the board regarding the pot holes in the front driveway. Board stated that this is on their list for new business.

II. **ADOPTION OF MINUTES**

Motion made by Manager Meyers, supported by Managers Ausdemore to approve the minutes of the meeting held by the Board of Managers on February 4, 2015. All present approved, motion carried.

III. **ASSESSMENTS, REASSESSMENTS AND ADMISSIONS, AND POPULATION REPORT – GRAND RAPIDS**

Motion made by Manager Pretto to accept the Assessments, Reassessments, Admission and Population Reports as presented, supported by Manager Okerstrom. All present approved, motion carried.

Administrator, Sara Dunne reported our census continue to decline. The admissions team has streamlined their process so we have been able to quickly bring in applicants when needed. Sara stated that there are plans to do more marketing and everyone is working very hard to increase our census.

IV. **FINANCIAL ISSUES – GRAND RAPIDS**

Board Funds

Motion made by Manager Okerstrom to approve the Board Funds (In House Funds and Cash Donations) as presented, supported by Manager Pretto. All present approved, motion carried.

Administrator, Sara Dunne reported that the purchase of \$22,018 for blanket warmers from Airway Oxygen Inc. was provided in funds by the community. The blankets have become a very therapeutic program for the Alzheimer's units.

State Funds

Motion made by Manager Meyers to accept the Budget Report of Revenue and Expenditures as presented, supported by Manager Ausdemore. All present approved, motion carried.

Administrator, Sara Dunne reported that we continue to be cautious with our spending due to our decreasing census which also decreases our budget.

V. **ADMINISTRATOR/DIVISION REPORTS**

Motion made by Manager Pretto to approve the Administrator and Division reports as will be given, supported by Manager Okerstrom. All present approved, motion carried.

Administrator, Sara Dunne reported:

- January 30th the Home received the 2014 Award of Excellence from Great Lake Caring Hospice for providing quality care to our members.
- Staff received from Sen. Dave Hildenbrand on behalf of the State legislature a State of Michigan Special Tribute recognizing this honor and award.
- Jeff Barnes, MVAA Director presented to staff Good Government coins and MVAA coins in recognition of outstanding service to the Home. Jeff will be at the Home again tomorrow to present additional coins to employees.
- One of our long time employees from the Business Office retired after 25 years of service. (Denise Babcock)
- Reviewed the census graph of revenue submitted by Eric Alderman.
- Generators have been delivered and that project should be completed by the end of May.
- We are in phase #2 of the Chiller project.
- Security System project is still in the works.
- Many of our admissions are profoundly debilitated, elderly or very ill veterans near the end of their life and this is very stressful for staff.
- Psychiatric care and monitoring of psychotropic medications are ongoing. We have a psychiatric social worker/practitioner and a psychologist that comes weekly to meet with members and view medications.
- We have a Letter of Understanding in place with Kent County Probate Court for the Kent County Guardianship Program. It provides guardianship and/or conservatorship services to legally incapacitated and/or developmentally disabled adult residents of Kent County who have no one to serve in that capacity.
- We are fortunate; this past month the Home received \$39,370.15 in donations.

VI. **ADOPTION OF ASSESSMENT, REASSESSMENTS AND ADMISSIONS AND POPULATION REPORTS – MARQUETTE**

Motion made by Manager Ausdemore to approve the Assessments, Reassessments, Admission and Population Reports as presented, supported by Manager Okerstrom. All present approved, motion carried.

Administrator, Brad Slagle reported the census remains strong at 193 – nursing occupancy hit 100% during February and we currently have four open beds (98%). The number of 70-100% SC disabled veterans also increased to a peak of 26; and we currently have 24 with a 90% SC disabled veteran scheduled for admission this week. DOM has been steady at 15 out of 22 beds. Sean Depuydt has been working hard at collecting past due assessments.

VII. FINANCIAL ISSUES – MARQUETTE

Board & State Funds

Motion made by Manager Pretto to approve the Board Funds (In-house Funds, Statement of Changes in Fund Balances and Cash Donations) and State Funds reports as presented, supported by Manager Meyers. All present approved, motion carried.

Administrator, Brad Slagle stated that in February there was large amount of expenditures. The reasoning behind this is we purchased a Dolphin Bed at the cost of \$14,000. The Dolphin Bed is a specialized bed for wound care. The Building & Trades Association will be in Traverse City on April 6th to donate \$7,000 earmarked for employee training. Grand Rapids should also be receiving \$8,000.

VIII. COMMANDANT/DIVISION REPORT

Motion made by Manager Okerstrom to approve the Commandant/Division Reports as will be given, supported by Manager Meyers. All present approved, motion carried.

Administrator, Brad Slagle reported:

- The Electronic Medical Records process has moved forward. The committee is in the process of finalizing the contract language. Should have a contract within the first two weeks of April.
- Attended the National Association of State Veterans Homes conference the 1st week of March. It was a great educational conference.
- Dr. Skendzel recommended a book "Being Mortal" by Atul Gawandi which outlines some of the groundbreaking work for the future with long term care.
- Received a thank you letter from a family regarding the great care their loved one received while living at the Home.

IX. DEPARTMENT OF MILITARY AFFAIRS UPDATE

Motion made by Manager Meyers to approve the Department of Military Affairs Update as will be given, supported by Manager Ausdemore. All present approved, motion carried.

Jim Dunn, Deputy Director MVAA reported:

- Met with the Senate appropriations committee.
- Met with consultants regarding capital projects within the Home.
- The legislature appropriated the money for the PYXIS Machines, but now the problem is with DTMB to purchase or lease the machines.
- Had a couple of tours of the Home with Legislators and their staff.
- Efforts continue on Medicare/Medicaid reviews.
- Will add the Board to the monthly MVAA Connections newsletter via e-mail.

X. ASSISTANT ATTORNEY GENERAL'S UPDATE

No one present – nothing to report.

XI. OLD BUSINESS

Grand Rapids – Motion made by Manager Meyers to table and take off the agenda New Policy BP-027 Weapon Free Zone until further notice, supported by Manager Okerstrom. All present approved, motion carried.

Greg McNeil made a request to the Board of wanting to know what he has to do to be able to come back to the Home and visit with his friends during normal business hours. Administrators, Sara Dunne will review the recommendations from the Board of two years ago regarding Mr. McNeil and report back at the next meeting for the full Boards re-evaluation.

Marquette – None

XII. NEW BUSINESS

Grand Rapids – 2014 Issue Identification Talley

Gary Davis, Director gave a brief (annual) summary on Issue Identification Reports. Mr. Davis gave a brief summary on the statistics of the forms he

received in 2014. Explained that Issue Identification forms are a process where families or members can identify concerns, worries or problems. Mr. Davis explained each step of the procedure and gave statistics on the forms, when he received the complaints and which groups and departments the complaints came from. Mr. Davis stated that he would report his 2015 findings next year.

Motion made by Manager Meyers that the Board find the funds to repair the section of the front driveway (approximately 80-90 feet), supported by Manager Okerstrom. All present approved, motion carried.

Elections of 2015-2016 Officers to the Board of Managers

Chairman of the Board – Manager Robert Johnson

Chair Pro Tem – Manager Lino Pretto

Secretary – Manager Marita Okerstrom

Asst. Clerks of the Board – Patricia Howard and Linda Smith

Committee assignments to be assigned when the two new Board Members are appointed.

Marquette - Request from Mr. Lawrence Klaus for an allowance for household expenses and an exception to the policy for a period not exceeding six months. Board decided to table this request and requested an adjusted income and expense statement. Board also requested Sean Depuydt attendance at the next meeting.

PRESENTATION

Board presented a Distinguished Service Metal from MVAA to outgoing Manager, Gerald N. Cool for serving on the Board of Managers. Manager Cool stated that he has enjoyed his six years being on the board of Managers for both Homes. It has been a great pleasure serving on the Board and a wonderful learning experience.

Outgoing Manager, Mary Wilseck will be presented her Distinguished Service Metal from MVAA at the AMVETS Convention in Lansing on Friday, June 26, 2015.

XIII. OPEN DISCUSSION

The Boy & Girl Scouts Grave Decoration Ceremony will be held on Wednesday, May 20, 2015 @ 5:00 p.m.

There was a discussion on revising Board Meeting Dates. Strategic Planning meetings will be held the day before the regular meetings.

Manager Okerstrom made a suggestion that the two new board members be given a tour of the Grand Rapids Home in June and she would be willing to put together an agenda for this tour/orientation. If the new members are appointed before the April meeting Brad Slagle would be willing to give them a tour of the D.J. Jacobetti Home.

XIV. **CLOSING PRAYER**

Closing prayer was given by Manager Robert Johnson.

Meeting adjourned at 11:55 a.m.

2015 BOARD MEETING DATES


1. Thursday, April 16, 2015 @ 1:00 p.m. at the D.J. Jacobetti Home for Veterans, Marquette, MI.
2. Thursday, May 14, 2015 @ 1:00 p.m. at the American Legion Post # 35 in Traverse City.
3. Wednesday, June 17, 2015 @ 9:00 a.m. at the Grand Rapid Home for Veterans.
4. Wednesday, July 22, 2015 @ 9:00 a.m. at the D.J. Jacobetti Home for Veterans, Marquette, MI.
5. *No Meeting in August 2015.*
6. Wednesday, September 16, 2015 @ 9:00 a.m. at the Grand Rapids Home for Veterans.
7. Wednesday, October 14, 2015 @ 9:00 a.m. at the Grand Rapids Home for Veterans.

8. Wednesday, November 18, 2015 @ 9:00 a.m. at the Grand Rapids Home for Veterans.
9. Wednesday, December 16, 2015 @ 9:00 a.m. at the Grand Rapids Home for Veterans.

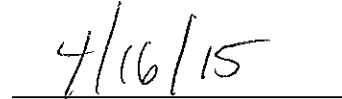
**THESE MEETINGS HAVE BEEN POSTED PURSUANT TO ACT 267 OF THE
PUBLIC ACTS OF 1976 – THE OPEN MEETINGS ACT**

Patricia Howard, Assistant Clerk of the Board

Approved by:



Marita Okerstrom, Secretary Board of Managers



Date